



**ROBERT BENTLEY**  
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**J. WALTER WOOD, JR.**  
EXECUTIVE DIRECTOR

## Request for Proposal

**The Alabama Department of Youth Services seeks proposals from qualified entities to provide 12 week afterschool programs for male youth in the custody of the ADYS who have had previous involvement with the child welfare system due to absence or neglect of a parent or guardian. These youth are often referred to as "crossover youth". Participants would be as determined and identified by the agency.**

**OBJECTIVE:** The Alabama Department of Youth Services seeks to secure the provision of afterschool programs for male youth age 16-20 currently in the custody of the ADYS and assigned to a secure ADYS facility. Program expectations include the provision of life coaches to assist youth in creating a comprehensive life and education plan; provision of needed resources for each program participant that successfully completes the program, including but not limited to access to a life coach and advocate, ongoing support and access to academic advisors, professional internship/apprenticeship opportunities, and peer to peer support. The proposal must include a description of an ongoing review process not limited to outcome measures of success, challenges, and recommendations for improvement. Proposals are to address participation and transition of program participants out of DYS custody and into independent living when applicable. The proposal is expected to demonstrate the presence of a detailed plan for transition/reentry that includes procedures which will result in a seamless transition of the youth from the program to the community. Incorporation of a unique and creative perspective in program design is acceptable.

**CONTRACT PERIOD:** The contract period should be approximately one year , beginning sixty (60) days after the award of the contract.

**MINIMUM QUALIFICATIONS:** Proposers should have 501c(3) status; demonstrated experience in working across youth serving agencies that include juvenile justice, child welfare, and education with particular experience in working with homeless youth; an organizational plan and structure that identifies staff persons or committees responsible for administering the program and key personnel well qualified and experienced in performance of similar work. Educational and experiential background of all program personnel should be included in the proposal. Proposers should have and show method for internal auditing and how often the internal auditing will occur; a description of the method of program evaluation to be used to determine the effectiveness of the programs and an explanation of how the audit and

evaluation outcomes will be used to correct any identified program deficiencies; have and show a method for conducting criminal and child abuse background checks on all program personnel to assure that no staff member and/or volunteer has a criminal record involving moral turpitude or a founded complaint of child abuse with screening updated annually. Proposers should identify and include a training plan and curriculum that demonstrates and understanding of current literature pertaining to crossover youth, strategies for family engagement, supportive community resources, transitional services and preparation for independent living as a program component. Lines of authority and job descriptions must accompany proposals.

**CONTENT OF PROPOSAL:** should be presented in a clear and concise format on standard letter size paper.

Proposed flat rate fee for services.

All business information related to the organizational structure of the entity, i.e. corporate or partnership information.

**ACT 2001-955** requires a disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals submitted to the State of Alabama in excess of \$5000. The form is available at <http://www.ago.state.al.us/Page-Vendor-disclosure-Statement-Information-and-Instructions>

**ACT 2011-535**, as amended by Act 2012-491, requires that you enroll in the federal E-Verify program if awarded the contract. A completed form must be attached. Instructions are available at <http://preserveala.org/everify.aspx>

**PROPOSAL SUBMITTAL INFORMATION:**

Original proposals and three copies must be received by 5:00 p.m. on October 11, 2013 to Alabama Department of Youth Services, 1000 Industrial School Road, P.O. Box 66. Mt. Meigs, AL 36057. ATTN: Alesia Allen. Late proposals will not be accepted.

The Department of Youth Services anticipates that the proposals will be evaluated and the contract awarded by November 1, 2013. DYS expressly reserves the right to reject any or all submitted proposals. All entities submitted proposals shall be notified of DYS' decision regarding this proposal no later than November 15, 2013.

For technical questions regarding this Request for Proposal, please contact Lynne Thrower at 334-215-3889 or via email at [lynne.thrower@dys.alabama.gov](mailto:lynne.thrower@dys.alabama.gov).